National Yang Ming Chiao Tung University Domain Management Guidelines

1. Purpose: To serve as the basis for the Information Technology Service Center (hereinafter referred to as "the Center") measures for the operation and institutionalized management of the domain services of National Yang Ming Chiao Tung University (NYCU).

2. The scope of domain name application:

   (1) Domain name classification:

      1. First-tier domains

      (1) Eligibility:

         A. Primary units including administrative units, colleges, departments, graduate institutes, and divisions.

         B. Interdisciplinary or interuniversity research centers.

         C. Research centers and committees approved by the University Council Meeting.

         D. Units that have been approved by the University Council or the Secretariat office to represent NYCU in external affairs.

      (2) Domain name format: ◯◯◯.nycu.edu.tw

      2. Second-tier domains

      (1) Eligibility: Student or faculty clubs, laboratories affiliated with faculty members, conferences, short-term activities, and secondary units affiliated with primary administrative units.

      (2) Domain name format:

Club	◯◯◯.club.nycu.edu.tw
Laboratory	◯◯◯.lab.nycu.edu.tw
Conference	◯◯◯.conf.nycu.edu.tw
Short-term activities	◯◯◯.act.nycu.edu.tw
Other affiliated units	◯◯◯.◯◯◯.nycu.edu.tw (Primary units)

(3) The relevant activities of the laboratory or unit belonging to the department can also be applied under the domain of the original unit, for example, a laboratory of the Department of Computer Science can apply for the domain name ○○○.cs.nycu.edu.tw or ○○○.lab.nycu.edu.tw.

(2) For the naming of domains and other types of records, the name must not contain information that is controversial, indecent, inappropriate, or suggestive of the aforementioned types of information.

(3) A unit, conference, or event can only be assigned one name, which can be a domain name or subdomain name; the relevant unit can apply for a change if necessary.

(4) Domain name conflict handling principle: Conflicts are handled on the basis of the "first come, first served" principle. In the case of a dispute, the Center shall mediate and adjudicate.

3. Subdomain management authorization:
   (1) Eligibility: Units with information service personnel who are able to perform control and management of subdomains independently.
   (2) Authorization classification and responsibilities:
      1. Self-management of servers provided by the Center.
      (1) Subdomain name: Please apply for a domain name according to Provision 2 of these Guidelines.
      (2) The administrator must be a currently employed faculty member who can log into the management interface to perform management operations. The Center cannot retrieve any records that have been erased by mistake.
      (3) The administrator should accept the Center's education and training in and assessment of operational management capabilities.
      (4) The administrator should fulfill the management responsibilities and proactively notify the Center to change the administrator account in the case of administrator alteration.
      2. Self-established DNS
       (1) The unit should be equipped with two or more DNS servers for configuration. The DNS servers should support DNSSEC, and EDNS support is recommended. The administrator should fulfill system management responsibilities, and the Center shall not be responsible for

authorized DNS server installation, maintenance, and other related matters.

    (2) DNS service information security regulations:

        A.   Comply with the Information Security Law of the Executive Yuan and be subject to regular ISO audits and verifications.

        B.   Be subject to the Center's regular vulnerability scans and other security checks.

        C.   If a high risk is detected through the vulnerability scan, the administrator shall be notified. If the problem is not corrected within 1 month following the issuance of the notification for improvement, the unit supervisor shall be notified. If the problem is not corrected within 1 month following notification of the unit supervisor, the authorized domain shall be withdrawn.

4. Service application:

    (1) Application method: Please go to the DNS service application system (https://dnsreg.nycu.edu.tw/) and provide the relevant information to facilitate the completion of the online application process.

    (2) One contact person must be assigned for each domain name and must be approved by the unit director or advising professor.

    (3) Application for modification:

        1. An application for modification should be submitted by the applicant.

        2. Please submit the modification application using the DNS Service Application System at https://dnsreg.nycu.edu.tw/.

5. These Guidelines shall be implemented after being approved at the Information Technology Service Center Supervisory Meeting, and the same shall apply for any subsequent amendment.